4 February 1981

Excerpts from ODP Staff Meeting 30 January 1981 (U)

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1. The DCI has appointed Max Hugle as his Special Assistant. [   ] has been named as Executive Assistant to the DCI. (U)

2. ODP's position on the hiring freeze has been sent to OPPPM at the request of D/OPPPM. The Agency is expected to ask for an exception to the hiring freeze. (U)

3. Mr. John Pickerel, GSA, is the new building manager. (U)

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4. [   ] visited D/ODP to discuss ways to expand participation in minority Student Trainee Program. (U)

5. ODP is to be congratulated. There were no security violations in the month of November. Keep it up! (U)

6. D/ODP, together with D/OCR and personnel from DIA, attended an informative SAFE briefing on the West Coast. (U)

7. The draft Audit Report is in. No significant problems were found. DD/P/ODP will draft ODP's reply. (U)

8. D/ODP attended the OF MBO session on the Payroll System. Subsequently the A/DDA requested that DD/A/ODP prepare and present some options on how to attack this problems. (U)

9. The visit to WANG by members of ODP and other components of the Agency was very successful. (U)

10. Vacancy notices will be discontinued until the personnel hiring freeze is over. (U)

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12. Attached are excerpts from the ODP Division/Staff Weekly Reports, and a copy of our weekly report to the DDA. (U)

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Att: a/s

29 January 1981

Excerpts of ODP Div/Staff Report for Week of
22 - 28 January 1981 (U)

Applications (U)

Support to PTO: CAMS (COMIREX Automated Management·
System) A version of the CAMS interactive graphics software
(CAMSTACK) was converted to execute under MVS and to access the
RAMIS data base and the world Data Banks. The next phase of
interactive graphics development will take place on the graphic
terminals as soon as Engineering Division provides the necessary   25X1
switching characters. (U)

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Management (U)

Project Activity Report (PAR) The December 1980 PAR has
been verified. reproduced and disseminated and reflects the first
quarter of FY-81 ODP computer support. (U)   25X1

EXCOM Projects. A selected number of EXCOM projects has
been priced out for FY-81 through FY-83. Those projects are:
CAMS, ALLSTAR, OER SUPPORT, MAD, HRS, SUPPLYMAN, AVAD, INT SAFE,
AUTODIR, and SATTORE. (U)   25X1

Travel Changes. Effective 19 January, American Airlines
discontinued the discount fares to the west coast on tickets
bought with a Government Travel Request (GTR). This followed a
similar action by United Airlines effective 14 January. With the
discontinuance of these discounts, there is no advantage to using
GTR's and B&F has returned all unused GTR's to Central Travel.
(U)

Most airlines still offer Super-Saver fares to the west
coast but tickets must be bought at least 14 days in advance and
the traveler must stay 7 days. Central Processing can give
further guidance. Also, Western Airlines has 2 flights a day
from National to the west coast for approximately $290 round
trip. There are no restrictions with regard to making reser-
vations ahead or staying a certain number of days. (U)   25X1

Outstanding Advances: As of 16 January, 44 advances remain
outstanding, of which none are delinquent. (U)   25X1

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Headquarters Regulations: ODP concurred on Draft F of
[   ] Automatic Data Processing (ADP) Management. The Office
of Communications has expressed dissatisfaction with the draft
regulation and, it appears, will not concur. Since ODP is the

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lead office on [   ] Management Staff will be actively
involved in future negotiations with OC, OL, and other interested
offices on the regulation. ODP also concurred, without comment,

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on Draft D of [   ] Establishment of a Central Register of
Classification Review Actions on Permanent Record Information.

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(U) [   ]

MBO's. The ODP DDA level MBO conference is scheduled for
2 February at 1030 hrs. in room 2D03, Hq. All ODP participants
have been notified and the documentation and conference agenda
have been forwarded to the DDA. At the conference we will
present one strategic objective, AIM. (Our other strategic
objective, Message Handling Facility, which is joint with OC,
will be presented at their conference.) Under the new MBO con-
ference format, only two operational objectives will be
presented: CAMS and Office Automation/Word Processing. (U)

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[   ]

Office Procedure. The secretaries of Management Staff have
devised a new method of identifying memos originated in
Management Staff on the NBI word processor. Included in the
originator line will be the name of the subject file created on
the NBI disk. This eliminates confusion when locating the file,
such as for updates, and improves office productivity. (U)

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[   ]

Administrativ (U)

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[   ]

ODP Personnel has a listing of summer jobs which will be
available throughout the federal government during the upcoming
summer. This list can be reviewed in the Personnel Office,
ODP. Employees are cautioned that these jobs may be affected by
the President's freeze on federal hiring. (U)

ODP 81-130
29 January 1981

MEMORANDUM FOR: Acting Deputy Director for Administration

FROM: Bruce T. Johnson
                  Director of Data Processing

SUBJECT: ODP Report for Week Ending 28 January 1981 (U)

SAFE (U)

The Initial Design Review for Block 1 Increment 1 was
conducted at TRW's SAFE Development Facility on 19-22 January.
Its purpose was to review TRW's progress in the Block 1 design of
the SAFE System at a detailed design level. CSPO participants
considered the review a useful and productive effort. A separate
report is being written outlining topics of discussion along with
issues and problems raised at the review and the action items
assigned to resolve them. (U)   25X1

ADSTAR (U)

On 21 January a series of targets and some test documents
that had been processed through the 35 mm film converter were
printed. The legibility was acceptable and plans are now being
made for converting the current DDO WALNUT film to the ADSTAR
25X1   format. (U)

Support to the Community (U)

REGISTRY (The IC Staff Registry System) The COMREG GIM II
data base has been accepted by the customer as complete. (U)
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Support to Office of the Comptroller (U)

ZBB (Zero-Based Budgeting) An additional training class for
users of the ZBB Ranking System was conducted by D Division. User
offices will be able to request videotapes of the course from the
Media Center or from ODP's Training Staff. (U)   25X1

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Support to Office of Finance (U)

FRS (Financial Resources System) The FRS data bases have been initialized for the start of the 1983 Program Exercise. It is anticipated that the update menus will be opened as of 2 February. (U)

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Support to Office of SIGINT Operations (U)

LADS (Logistics Automated Data System) LADS continues on schedule. On 6 January we successfully installed two Microdata Royale Minicomputers for test acceptance [   ] 25X1

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/s/ Bruce T. Johnson

Bruce T. Johnson

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